



December 2019

CANS NUTRITION BULLETIN

Child and Adult Nutrition Services
SD Department of Education



south dakota
DEPARTMENT OF EDUCATION

Learning. Leadership. Service.

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We are modifying the way that we organize our table of contents! Items highlighted in bold and underlined are section headers to help you find the sections of the bulletin that apply to you. Any articles that fall under that heading the ones applicable to that heading. If there is only a heading, then there is only one article associated with that topic. Please feel free to give us your feedback on any aspects of the Nutrition Bulletin!

The Grapevine—A Note From Cheriee

Best wishes for Happy Holidays, a Merry Christmas, and a Happy New Year from all of us in Child & Adult Nutrition Services! We appreciate the hard work you do all year long to provide nutrition to the elderly, people in need, and to children at school and childcare centers. We know how much work that you all do behind the scenes with the paperwork, keeping things clean and safe, and preparing and serving nutritious and appealing food and we wouldn't have these programs without each and everyone of you!

If you find yourself planning events for the upcoming months don't forget that School Breakfast Week is coming up March 2-6, 2020. This is a great chance to invite parents, grandparents, or community members to check out your wonderful breakfast. You will see more ideas on how to celebrate school breakfast week in the coming bulletin articles and you can also find ideas with a simple search on the internet. Celebrating your program this week can fulfill the student, parent, community outreach requirement in the National School Lunch Program. Have some fun while fulfilling that requirement.

May this holiday season end the current year on a cheerful note and make way for a fresh, bright, and hopeful New Year!

-Cheriee Watterson



South Dakota Sponsor Spotlight!

Is your school or agency doing anything unique and interesting in your programs that you would like to share!? Do you want to be featured in our South Dakota Sponsor Spotlight segment!? Submit any pictures along with a summary of the exciting events that you're doing to DOE.SchoolLunch@state.sd.us.



Foodservice Director Wins Cook of the Month

Congratulations to Stacie Lee, the foodservice director at Cheyenne River BIE Schools, for being the November "Cook of the Month" in the West River Eagle. There was an article written about Stacie and her years as a food service director. You can read the full article in the West River Eagle about Stacie [here](#)!

Procurement Updated Guidance

Micro-purchasing: Federal regulation 200.67 defines a micro-purchase as "a purchase of supplies or services using simplified acquisition procedures, the aggregate amount of which does not exceed the micro-purchase threshold. Micro-purchase procedures comprise a subset of a non-Federal entity's small purchase procedures. The non-Federal entity uses such procedures in order to expedite the completion of its lowest-dollar small purchase transactions and minimize the associated administrative burden and cost."

In this definition the key word is "purchase" and the question became how purchase defined? After discussing this with the Department of Education Division of Finance and Management, our updated guidance for a micro-purchase is each **payment** made. How often do you make a payment to each vendor? It may be that each charge at a vendor is less than the \$10,000 per transaction, however when payment is made, it could be over the \$10,000 threshold. In that situation an informal or small purchase procurement action needs to be taken.

As an example:

January 10, 2020	-	Vendor ABC/Grocery Store	- \$2560.31
January 12, 2020	-	Vendor ABC/Grocery Store	- \$3346.58
January 18, 2020	-	Vendor ABC/Grocery Store	- \$2190.87
January 21, 2020	-	Vendor ABC/Grocery Store	- \$1634.22
January 26, 2020	-	Vendor ABC/Grocery Store	- \$2608.90
January 28, 2020	-	Vendor ABC/Grocery Store	- \$3097.82
TOTAL			<u>\$15,438.70</u>

In this example every transaction, or purchase, is under the \$10,000.00 micro-purchase threshold. However, if the agency pays these transaction as one payment for the month of January, it is above the threshold and an informal or small purchase would need to be done.

Pick It! Try It! Like It!

2020 Pick It! Try It! Like It! Monthly plan

Over the last year, SDSU Extension has been updating their Pick It! Try It! Like It! Resources. They would like to share that based on some recommendations received over the years, they have expanded their resources to include a sign, fact sheet, recipe card, sampling recipe/instructions and lesson plan. They also would like to extend their appreciation to a member of Hunkpati Dakota and Jeshua Estes for sharing their knowledge and allowing SDSU Extension to be the means for sharing language translations and perspectives.

- January - Spinach
- February - Grapes/čhunwíyapehe/Canwi yape'
- March - Brussel Sprouts/čhammígmigma
- April - Strawberry/wažúšteča
- May - Broccoli/yuńíyatho
- June - Beets/pńańǵí šašá
- July - Watermelon/špańšniyútapi
- August - Carrot/pńańǵí zizí/Pangi zizi
- September - Rhubarb/húšaša/Pezi hu ta zi
- October - Tomato/uńǵíńǵińtká
- November - Eggplant/wagmúthoša
- December - Pear/tńaspáńpńestola

Check in With CANS Monthly Conference Call

Mark your calendar!! Check in with CANS is a monthly conference call scheduled for the first Thursday each month. This call is open to all agencies on the Child Nutrition Programs. Each call will start with a report from CANS with hot topics, new guidance or program clarifications, and reminders of upcoming dates. There will also be time scheduled during each call for participants to ask questions.

Check in with CANS is scheduled on the first Thursday of each month starting at **2:30 pm CT / 1:30 pm MT**. Calls are scheduled for:

- January 2nd
- February 6th
- March 5th
- April 2nd
- May 7th
- June 4th (*tentative*)

To join the conference call, **dial 1-866-410-8397 and enter code: 6507733610**. If you have trouble joining the conference call, or have additional questions, call the CANS office at 605-773-3413. Feel free to send in questions ahead of the call to DOE.SchoolLunch@state.sd.us please reference "Conference Call Question" in the subject line.

Shortly before the call, an agenda will be posted to the CANS website main page, <http://doe.sd.gov/cans/index.aspx>, under *Check in With CANS*. Shortly after the call is complete, the call minutes will replace the agenda with additional information. Please mark your calendar for these dates and join us!

Equipment Grants—Deadline Extended!

Equipment grants are now available! You can find the equipment grant application on the CANS/SNP [website](#) under “Equipment Grants”

- Applications are now due December 16
- Grants to qualifying SFAs will be announced no later than January 2020
- Grant funds should be obligated by June 30, 2020; if there are concerns with this time frame please contact the CANS office
- Any funds not used must be returned to the State Agency prior to September 30, 2020
- Grant recipients should fully expend their NSLP equipment assistance grants by September 30, 2020; contact the CANS office if timelines are a concern
- Priority must be given to schools with 50% or more of the enrolled students eligible for free and reduced priced meals (based on October 2018 data)

2020 Farm to School Grants Available!

FNS seeks to award up to \$10 million to schools, school districts, nonprofits, State and local agencies, agricultural producers, and Indian tribal organizations to plan, and implement farm to school activities. Grants ranging in size from \$20,000 to \$100,000 will be available for approved proposals in FY 2020.

The Request for Applications (RFA) includes three tracks—Implementation, Planning, and a new State Agency track. Each track supports a variety of projects and implementation stages. See below for the specific range of activities for each track.

- **Planning grant** awards range from \$20,000-\$50,000. Planning grants are ideal for applicants just getting started on farm to school activities. A few of these activities include collecting data, engaging stakeholders, identifying gaps in knowledge and resources, pinpointing and developing solutions for obstacles that hinder farm to school programming for a particular community.
- **Implementation grant** awards range from \$50,000-\$100,000. An implementation grant is a good fit for those entities that have prior farm to school experience. It can be used to further develop existing farm to school initiatives, such as training and technical assistance, supply-chain development, evaluation activities, curriculum development, creation of promotional materials or campaigns, and formation of networks or coalitions.

- **State Agency grant** awards range from \$50,000-\$100,000. State agencies may use this grant to improve access to local food served Child Nutrition Programs (CNP) by facilitating local procurement and agricultural education activities. Eligible State agencies include any State-level agency working to promote farm to CNP activities, such as State Departments of Education, Health, or Agriculture.

Looking for inspiration? Check out the School Grant Applicant Resources Page <https://www.fns.usda.gov/cfs/resources-farm-school-grant-program-applicants>. There you will find a [list of prior grantees' project descriptions](#) to give you ideas of things your school can do.

The Grant RFA can be found online [here](#). Complete applications must be submitted on www.Grants.gov, by **11:59pm ET on December 13, 2019**.

Updates to the Visual Portion Size Guides

Our office has recently updated the visual portion size guide that we posted last year. The updates include all the produce in the first guide as well as additional fruits and vegetables that may be served at your facility. Each guide still comes with three portion sizes to reference: $\frac{1}{4}$ cup, $\frac{1}{2}$ cup, and $\frac{3}{4}$ cup. The guides can be found on the [CANS SNP website](#) through the School Meals Programs Resources tab and under the subheading for National School Lunch / Breakfast Programs (NSLP / SBP). An easy way to incorporate these guides at your facility is by placing them in the serving line or at the point of service!

Blueberries



$\frac{1}{4}$ cup



$\frac{1}{2}$ cup



$\frac{3}{4}$ cup

SDSU Extension

Have a lot of leftovers and not sure what to do with them? Here is a way that you can properly freeze your food! The first step is to properly chill your foods. Place the food you wish to freeze in a shallow wide container and refrigerate until it is cooled down. The second step is to store your food. To avoid any freezer burn it is best to use a moisture-proof plastic bag and wrap. Remember to remove any air from the bag before sealing and use a permanent marker to label each container! Once your food is in its container, it needs to be quickly frozen. Layer your food in a single layer to make sure that air can circulate around the food, the quicker it freezes, the better it will thaw out! Once you decide to defrost your food that you froze earlier, make sure to defrost food in the refrigerator or microwave. Do not thaw it out on the counter, as this can lead to a food-borne illness!



Child & Adult Care Food Program (CACFP) Updates

Download the Newest Training Worksheet on Ounce Equivalents!

Using Ounce Equivalents for Grains in the Child and Adult Care Food Program (CACFP) is easy with this training worksheet. It provides CACFP providers and operators with the knowledge and skills required to implement CACFP meal pattern requirements for grains in ounce equivalents. Available in [English](#) and in [Spanish](#).

Watch the recorded webinar: [Exhibit A Grains Tool to the Rescue!](#)

Add New Recipes To Your Menus

Find kid-friendly [Recipes for Child Care](#) at the Institute of Child Nutrition's Child Nutrition Recipe Box to add to your menus. These recipes provide child care centers and homes with delicious new dishes that meet the CACFP meal pattern requirements:

- [Recipes for Centers](#) (25-50 servings)
- [Recipes for Homes](#) (6 servings)

Participate in More Trainings for CACFP!

The Institute of Child Nutrition's [Education and Training Resources for CACFP](#) are designed to support CACFP professionals in successfully implementing the program's

requirements. Current online courses include:

- [Planning Cycle Menus in Child Care](#)
- [Step-by-Step Menu Planning in Child Care](#)
- [Serving Nutritious Foods in Child Care](#)

Serving Up USDA Food Photo Contest

Do you have a signature dish using USDA Foods? Are you willing to share a photo of it? If so, the **Serving UP USDA Food Photo Contest** is for you!

USDA is requesting photos that showcase how schools use only USDA Foods in their school meals. Visit <https://fns-prod.azureedge.net/sites/default/files/resource-files/2020%20Photo%20Contest%20Info%20Sheet.pdf> for more information. The contest begins November 1st, 2019 and ends January 15th, 2020. All entries should be emailed to USDA Foods mailbox at USDAFoods@usda.gov.

The Child and Adult Nutrition Services office would like to see your creations as well! Please send a copy of your submissions to DOE.SchoolLunch@state.sd.us.



Program Policy Memos

Some policies have multiple numbers. That means those apply to multiple programs.

Child & Adult Care Food Program

Current policies can be found at <http://www.fns.usda.gov/cacfp/policy>.

School Nutrition Programs (SP Memos)

Policies that apply to school operation and administration can be found at <http://www.fns.usda.gov/school-meals/policy>.

Summer Food Service Program

Policies can be found at <http://www.fns.usda.gov/sfsp/policy>.

Food Distribution

Food Distribution policies can be found at <http://www.fns.usda.gov/fdd/policy>.

Contact CANS

For any questions, comments, or concerns

Email: DOE.SchoolLunch@state.sd.us

Phone: (605) 773-3413

Fax: (605) 773-6846

This institution is an equal opportunity provider.

Professional Standards Reminder: Any learning or training you receive about any aspect of the School Nutrition Programs can be counted as training time towards the professional standards annual training requirement. Reading the bulletin each month does count towards training hours.

Please retain documentation to show what topics were trained. For example, agenda, topics, handbook, certificate, etc. And record training on a Tracking Tool – we suggest using the [SD Tracker Tool](#) posted on the CANS NSLP website.

To credit training hours for time spent reading the Nutrition Bulletin, you will need to keep track of the time you spent reading and determine the applicable training codes. Appropriate documentation for this would be a copy of the bulletin signed and dated with the amount of time written on it.